

# Redlands Airport Advisory Board Meeting Minutes

October 19, 2023  
City Council Chamber  
City of Redlands

## Board Members Present

Thomas Cook, Deborah Forthun, Jason Golembeski, Robert Pearce.

### 1. 1. CALL TO ORDER

- a. Meeting called to order at 6:02 PM
- b. Pledge of Allegiance
- c. Attendance
  - i. Members Ghazal and Nodine excused

### 2. PUBLIC COMMENTS

- a. No public comments

### 3. APPROVAL OF MINUTES

- a. Minutes are being reviewed by staff and are not available to approve.

### 4. COMMUNICATIONS

- a. Staff Report - Aj Lawson:
  - i. Alp has been submitted to the FAA. No timeline on their review but he will keep the board up to date.
  - ii. A new Text notice system has gone live. This will inform subscribers about problems or changes at the airport.
  - iii. New gate card system is being researched, this will include remote entry and other helpful functions
  - iv. Halloween event is set to take place this month, Aj is looking to have this be one of the largest airport events all year. Sponsors are a set and about 20 aircraft should show up to the event.
  - v. Crack sealing will be taking place to seal some of the more prominent cracks on the field.
  - vi. Grant writing- Mr. Lawson referred to attachment A, it is the grant proposal to be submitted in November 2023.
- b. Member Grove- Asked about the compass rose. He referred to a conversation him and AJ had. Who is responsible/ who created the compass rose.
- c. Member Pearce responded that the compass was created by the city and was maintained on a volunteer basis.
  - i. Mr. Lawson's goal is to ask the community what they would like to do with the compass rose once the slurry improvements are completed.
- d. Mr. Lawson will research with other airports to see how they deal with the upkeep of compass roses.

### 5. Old Business

- a. Discussion on emergency preparedness at the airport
  - i. Member Cook, recapped the need for a plan of preparedness for the airport.
  - ii. Member Forthun mentioned she could not find a document that outlined the current procedure and went on to note that other cities have these emergency plans in place.
  - iii. Member Pearce noted that there should be a mass email plan to inform the public. He went on the criticize the communication level between FBO's and tenants,
  - iv. Donald Crow, commented that the new text system as mentioned in the staff

update should solve most of these issues.

1. Member Cook applauded staff for this implementation and asked this could be moved to OLD business for the next meeting.
  - b. Discussion about events Ad Hoc subcommittee.
    - i. Moved to the next meeting.
  - c. Discussion about the airport beacon.
    - i. Community members brought up some concerns about the upkeep of the current beacon
      1. Mr. Lawson is formulating a plan to maintain this beacon with city staff.
    - ii. Member Pearce, commented that the beacon was serviced around 8 years ago
    - iii. Member Forthun noted that there was a concern about lead paint.
    - iv. Staff will develop a plan to keep the beacon tower painted. Also, staff is going to have an assessment done before year end and present that to the board.
  - d. Discussion about the change to the city code to include the budget in the scope.
    - i. Mrs. Crocker encouraged the board to form a subcommittee to give into more detail on this subject and mentioned she is more than happy to meet with members to discuss the subjects involved.
    - ii. Member Forthun, commented that we used to see the budget in the past because there was a concern about how funds were being used for the airport.
    - iii. Member Pearce mentioned that we used to review the budget and that has been taken away since covid, members were able to comment on items in the budget and question as needed. Board members are being held back from advising without budget review.
    - iv. Member Golembeski questioned if the city council needs us as a board to advise them on budget projects. He later asked that we review this and add it to be discussed next time.
  - e. Discussion about getting members to be involved with airspace usage groups.
  - f. Member Pearce mentioned that groups like Southern California Airspace Users Group would be ideal for our board to be a part of if not at least sit in on the meetings. This would give our advisory board more insight as to what is happening in the local airport community.
  - g. Member Grove asks about the FFAST meeting coming up and who would be attending. He continues that this would also be a great meeting to attend.
  - h. Mr. Lawson will send out some links to these groups when they become available.
6. Discussion about moving the airport to its own department.
- a. Member Cook stated that the airport would be better served by a board that can have more involvement in the admin selection and administration of the airport. He continued on to bring up some examples of airports that have more oversight.
  - b. Member Pearce mentioned that there could be some significant differences comparing REI to larger airports with transportation departments.
  - c. Member Groove asked if there is any protocol on getting land use red flags to the AAB.
  - d. Tabatha Crocker mentioned that the planning commission should notify airport conflicts. This could be brought to the board if a potential conflict is identified.
  - e. A development update will be added to the communications portion of the staff update.
7. **New business**
- a. Member Pearce would like more agencies to come in quarterly and give us a run down of how the AAB can improve things. He would like the planning commission to come before the AAB for if there is a planning application that pertains to the influence area of the airport.
  - b. Member Groove talked about meeting with the fire department before racing at Reno. He mentioned the pilots would educate fire personnel on the nuances of aircraft incidents.
8. **AGENDA ITEMS FOR NEXT MEETING.**
- a. Emergency preparedness Discussion
  - b. Beacon tower update.
  - c. Scope of the AAB Discussion.
  - d. Open Discussion on moving the Airport to its own department.

9. **Board member comments**

- a. Member Pearce commented that this was a positive meeting in regards to the AAB moving forward.
- b. Member Cook, Commented that he is interested in debating the document he prepared in future meetings.

10. **ADJOURNMENT/NEXT MEETING**

- a. Adjournment - 7:06 PM
- b. Next Meeting -11/16/2023 6:00 PM